Northwest Regional Airport
Terrace-Kitimat

JOB POSTING	**2026-008**
CUPE Local 2012-02 Union Representative	**Heather Corkum**
NWRA Management Representative	**Carman Hendry**

This job will be posted internally in the CSB lunchroom beginning October 1, 2026. This job will also be posted externally.

Submit a letter of interest and a recent resume in person to the Manager of Operations at 4515 Bristol Road before October 10, 2026, at 12:00 pm. A copy can also be submitted to careers@yxt.ca.

Job Title: AOS Operations
Location: Northwest Regional Airport, Terrace-Kitimat
Reports to: Supervisor of Operations, Maintenance & Security
Pay Level: AOS Operations
Collective Agreement Appendix A
Pay Level 5 - $37.25-39.41/hr.

The **Airport Operations Specialist (AOS) Operations** position performs various activities required for the operational, winter, and structural maintenance of airport grounds and surfaces, buildings, and water and sewer systems.

Responsible for:

- When required, the position leads an operations team to accomplish the required tasks (i.e. winter chargehand).
- In an emergency, perform emergency response duties to minimize damage to life and property. Providing effective fire suppression activities in the event of an aircraft crash, aircraft fire, or other emergency on airport property or the surrounding area. Providing first aid as needed.

Job Duties:
Below is an outline of the job's primary duties and requirements, which is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- General maintenance duties on asphalt, concrete pavement, and airport grounds.
- Maintaining airport buildings and structures.
- Maintaining the water and sewer systems.
- Installing and maintaining fences and signage.
- Monitoring, analyzing, and reporting aircraft movement surface conditions.
- Operating various hand and power tools and equipment related to these activities.
- Operating heavy, light, and small equipment, including performing routine maintenance as required.
- Assisting with repairs in operational areas (trades), as directed.
- Performing general equipment maintenance.
- General maintenance (AOS) worklists and duties.
- Working with an established preventative maintenance program.
- Keeping current on changes and standard practices within the industry.
- Capable of obtaining and maintaining Aircraft Rescue Fire Fighting (ARFF) Certification.
- Attending scheduled safety, security, and operations meetings.
- Responding to questions and complaints from the public.

- Enforcing airport parking lot regulations, issuing tickets, and attending court if required.
- Performing emergency intervention duties, as required.
- Adhering to all airport safety and security regulations.
- Monitoring and managing the safety around all airport areas.
- Observing safe work methods, using safety equipment, and securing worksites from safety hazards as necessary.
- Maintaining essential records of work performed.
- Performing duties and abiding by requirements outlined in various airport programs, such as but not limited to:
  - NWRA Airport Safety Program;
  - NWRA Safety Management Systems (SMS);
  - NWRA Wildlife Management Plan;
  - NWRA Foreign Object Debris (FOD) Plan;
  - NWRA Winter Maintenance Plan;
  - NWRA Apron Management Plan;
  - NWRA Reduced Visibility Operation Plan (RVOP);
  - NWRA Airside Vehicle Operation Program (AVOP); and the
  - NWRA Airport Security Program (ASP).

Qualifications:

- Strong communication skills, both verbal and written in English, are required.
- Valid Class 1 or 3 Driver's License with air endorsement or equivalent level of experience.
- Basic computer skills and experience with the Microsoft Office Suite.

Physical Requirements:

- This role requires the ability to work in various weather conditions. Activities are carried out regardless of weather or working conditions, within required safety standards.
- This role demands good physical health, including lifting, bending, and extensive walking.
- The incumbent must be able to work at heights or on ladders without signs of acrophobia and in confined spaces and smoke-filled areas without signs of claustrophobia.
- The incumbent must be able to work in close proximity to active runways and aircraft maneuvering areas.
- The AFF role requires wearing heavy protective clothing, often in non-air-conditioned environments and outdoors in all weather. The work requires a high level of cardiovascular and physical fitness and dexterity.

Experience:

- Experience in operating heavy equipment.
- Experience in snow removal operations.
- Experience in grounds maintenance.
- Experience in building maintenance, including preventive and structural tasks.
- Crew leadership experience.

Hours of Work:

- Up to 40 hours per week.
- Hours of work are scheduled between 00:00 and 24:00, seven days a week, subject to flight times and regulations.